

**National Industries for the Blind
Annual Report 1980**



**Creating employment and
providing services for blind
and multihandicapped
blind citizens.**

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This is NIB

The Wagner-O'Day Act, enacted by Congress in 1938, directed agencies of the United States Government to purchase blind-made products from qualified workshops for the blind. Amended as the Javits-Wagner-O'Day Act in 1971 to include the purchase of both products and services from blind workshops, it also provided for purchase from workshops employing other severely handicapped workers.

When the Act was first legislated in 1938, a Presidentially-appointed Committee on Purchase of Blind-Made Products was formed. With the amended Act, it became known as The Committee for Purchase from the Blind and Other Severely Handicapped. This Committee, comprising eleven representatives of major federal agencies and four private citizens knowledgeable about handicaps, was charged with implementing and administering the provisions of the Javits-Wagner-O'Day Act.

National Industries for the Blind, a private, nonprofit organization, was formed in 1938 to serve as a liaison between the Federal Government and workshops for the blind and to ensure

the equitable distribution of government contracts to qualified workshops. NIB was also charged with monitoring activities in its affiliated workshops to assure compliance with the Javits-Wagner-O'Day Act and its contract specifications.

From its beginning as an allocating agency for government contracts, NIB has developed additional markets for blind-made products in the areas of military resale, national industrial sub-contracts and consumer products.

Throughout its 42 years of operations, NIB has remained steadfast to its basic philosophy and mission: to provide jobs for every blind and multihandicapped blind worker who wants to work.

A review of the activities of NIB and its 104 associated workshops for the blind, during the fiscal year ended September 30, 1980, is included in this report.



Thor W. Kolle, Jr. Chairman



Abram Claude, Jr. President

Message from the Chairman and the President

A new decade invites review and a search for improvement and this, in turn, serves as a catalyst for growth. During the past fiscal year, NIB-associated workshops have experienced a sense of vitality to which their accomplishments bear witness. In an unstable economic climate, our workshops have shown once again that providing quality, competitively priced products is the key to success. No longer small businesses producing a limited line of products, associations for the blind have developed breadth and stature over the years with the help of their umbrella organization — National Industries for the Blind.

Through NIB, the associated shops sold \$79,725,000 of a diverse line of products to the Federal Government under the Javits-Wagner-O'Day program in 1980, a 13.1% increase over the previous year. Of this sales volume, \$9,400,000 was to military bases, a 50% growth factor over the past three years. Progressive management with continued NIB assistance added \$9,644,000 worth of new items to the Javits-Wagner-O'Day Procurement List. These new items involve 31 new products and one service, and help to illustrate the emphasis on product diversification. The total sales figure for fiscal year 1980, including sales to the Federal Government as well as industrial subcontracts and commercial consumer products, was more than \$140 million.

But, we are not proud of these figures as ends in themselves. Sales figures are merely a useful barometer of employment opportunities for our blind citizens which is our primary goal. In an intricate and highly efficient network of associated shops, more than 5,300 blind and multihandicapped-blind workers are employed in a variety of jobs ranging from the operation of high power injection molding machines to the finishing of broom handles. During fiscal year 1980, \$20,200,968 in wages were paid to blind workers and, in addition, \$6,293,878 were provided in fringe benefits. These blind individuals are proud, hard-working, and conscientious and serve as excellent proof of what can be done in an industrial workshop setting for those who

wish to help themselves but cannot find employment in the private sector.

During the past fiscal year, NIB assistance to its associated workshops has focused not only on providing additional jobs for blind workers but also on ensuring that each of these individuals is paid the best possible wage for his productive level. Last year NIB created a wage and hours compliance office to assure that blind citizens employed in associated workshops are fairly paid and that the workshops are in compliance with all special statutory and regulatory requirements.

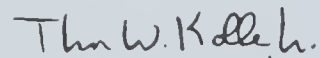
NIB's Legislative Affairs Division continues to keep workshops informed about legislative changes that might affect blind employment. Of particular interest to the movement is the Department of Labor's experimental wage system, scheduled for spring 1981 implementation, and the effects it will have on our employment program. This experiment, which applies to all "blind only" workers, seeks to raise wages over a four-year period until these workers reach the Federal Minimum Wage.

NIB focused special attention on rehabilitation services this past year, allowing workshops to institute new programs to better train blind and multihandicapped-blind workers and provide them with the environment most conducive to efficient work. NIB's Rehabilitation Services Division began a research program that includes devising work samples to test an individual blind worker's abilities thus making it easier to place a person in the job he is most capable of performing. The Division is also doing extensive research on the effect of light and color on blind productivity.

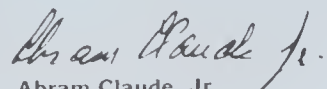
In this new age of accountability we must demonstrate that ours is a worthwhile program administered in an honest, fair and straightforward manner, something none of us in the program ever doubted and which was universally accepted by our various constituencies. But recently we have been forced to review our goals and methods of operation. As a result, we have gone through an intense self-examination. From this soul-searching activity we come to a conclusion that reaffirms our commitment to respecting and protecting the rights, privileges and personal development of blind workers by providing them with decent work at decent wages in an atmosphere that

encourages this development. We also recognize the constant need to seek acceptance from those we serve: blind workers, Congress, agencies of the Government and the general public. To do this we are placing even greater emphasis on our internal and external public information programs, both of which will inform the public about the nature of our work and will help create throughout this country a better image and understanding of the employment opportunities found within our workshops.

With NIB's assistance, associated workshops have reached an enviable level of growth and sophistication in the industrial world. But credit for these accomplishments must also be given to certain elements of the Federal Government which have been particularly supportive of our program during fiscal year 1980, as well as in the past 42 years of NIB's operations. We single out the outstanding support and assistance of The Committee for Purchase from the Blind and Other Severely Handicapped, whose members have consistently been fair in their judgments, and who demonstrate a genuine desire to aid and assist the handicapped community. We also cite the cooperation and understanding of the General Services Administration which has been most responsive to the needs of our workers during a most trying period for that agency. Our gratitude is also extended to the Defense Personnel Support Center which, in the past two years, doubled its business with NIB-associated workshops. To the Defense Logistics Agency, the Veterans Administration, the Department of Agriculture, military commissaries and exchanges, and others who have all cooperated, we also express our genuine thanks. On behalf of the blind of this nation, we are eternally grateful.



Thor W. Kelle, Jr.
Chairman



Abram Claude, Jr.
President

NIB Organization

National Industries for the Blind is a private, nonprofit organization incorporated under the laws of New York. The business and affairs of the Corporation are managed and controlled by an 18-person Board of Directors which meets regularly three times each year and which is represented between such meetings by an Executive Committee. The Chairman of the Board of

Directors is the Senior Officer of the Corporation.

The Executive Vice President of NIB is the General Manager of the Corporation. In this capacity he is in charge of NIB's six operating divisions and is responsible for maintaining NIB's working relationship with The General Council of Workshops for the Blind, an organization comprised of NIB-affiliated workshops, and with The Committee for the Purchase from the Blind and Other Severely Handicapped.

Royal Maid Association for the Blind

In addition to the six operating divisions of NIB, which are described on the following pages, NIB owns Royal Maid Association for the Blind, an experimental and demonstration workshop in Hazlehurst, Mississippi. Purchased by NIB in 1966, Royal Maid was converted into a workshop for the blind and, in 1971, was qualified to manufacture products under the Javits-Wagner-O'Day Act. It was accredited by the National Accreditation Council in 1971. In the past 14 years Royal Maid has provided evaluation, training and employment for more than 500 blind and multihandicapped blind individuals. Today it employs 152 blind workers. In addition to providing employment opportunities for blind citizens, Royal Maid serves as a

laboratory for developing a successful line of products that can be produced by blind workers in other workshops throughout the country. Royal Maid is also involved in developing and manufacturing components of products that are sold to more than 30 workshops for the blind, employing over 600 blind workers.

This past year, Royal Maid was successful in receiving commitments for funding a satellite demonstration workshop in Tupelo, Mississippi. The 21,000 square foot building will employ approximately 100 blind and multihandicapped blind workers over the next three to five years and will also provide work adjustment, on-the-job training, guidance and counseling and extended employment services.

The organizational structure of NIB comprises six divisions, each with a director who reports to the executive vice president. The divisions provide a variety of services to the 104 NIB-associated workshops, all of which are aimed at creating additional jobs for blind and multihandicapped blind workers.



The receptionist/switchboard operator at NIB's Bloomfield, New Jersey office uses an Apollo electronic visual aid which magnifies printed copy and reproduces it on a large screen.



An aerial view of Royal Maid Association for the Blind, Inc., the NIB demonstration workshop in Hazlehurst, Mississippi.



Visually impaired employee at Industries for the Blind, Milwaukee, Wisconsin working on a pencil contract for the Federal Government.



George J. Mertz
Executive Vice President

Message From George J. Mertz

Although fiscal year 1980 was a difficult year for us all, as experienced by the country as a whole, we can, nevertheless, be proud of the accomplishments experienced by our associated workshops during this period. We believe these accomplishments were made possible due to the close working relationship that exists between the workshops and NIB.

1980 was a banner year for product development efforts both in the Government Use and Military Resale markets. NIB is proud of the wide range of technical assistance it provided associated shops, thus helping them achieve a record year in sales volume in these two markets. But the achievements cannot be attributed to such coordinated efforts alone. They also reflect the work of members of The Committee for Purchase from the Blind and Other Severely Handicapped, who do such an admirable job of administering the Javits-Wagner-O'Day Act. With capable and business-oriented management, a concerned and interested Board of Directors, and the technical assistance provided by NIB, I am confident our associated workshops will continue to grow.

In the future, NIB and our associated workshops need to make the public more aware of our programs serving the blind population. We, therefore, encourage the media to take an interest in our objectives and to learn more about the need for such workshops in our society. We also urge Congress to understand our reason for being and the problems that confront us, particularly those problems that create disincentives to work which legislation could correct.

This report highlights how NIB provides technical assistance and expertise to associated workshops in a coordinated endeavor to provide job opportunities for blind individuals within the community. Workshops serving the blind that produce products for the Federal Government under the Javits-Wagner-O'Day Act stand as models for what can be accomplished in the field of employment of the handicapped. We welcome your visit to these facilities.

George J. Mertz



Interior of one of the nine NIB warehouses used as a distribution center for products manufactured in associated workshops.



A blind worker discusses manufacture of brushes with his supervisor.

Government Operations Division

The Government Operations Division is primarily charged with coordinating the Javits-Wagner-O'Day Act activities of NIB-associated workshops with The Committee for Purchase from the Blind and Other Severely Handicapped ("Committee"). Under this Division are three departments, each with its own director who reports to the Division vice president. In addition, there is a Wage and Compliance Office. The three departments include: Allocations and Contract Administration, Technical Center and Industrial Engineering.

During the past fiscal year, the activities of the Government Operations Division included a variety of programs all of which served to increase the number of products on the Committee Procurement List. This, in turn, created additional jobs for the blind and multihandicapped blind workers.

Allocations and Contract Administration Department

The equitable allocation of Federal Government orders among NIB-associated industries is the prime responsibility of this Department. It also maintains liaison with several groups such as Federal Government agencies, associated agencies for the blind, raw material and component suppliers,

brokers and trade associations. With Federal Government agencies, the Department handles nonroutine contract administration matters, specification review, procurement forecast data and regulations and supplemental documents. With associated agencies for the blind, the Department handles matters of contract and specification compliance and production scheduling. It issues contract status reports required by NIB and The Committee for Purchase from the Blind and Other Severely Handicapped and locates sources of raw materials. Its liaison with other NIB departments focuses on preproduction planning, production and quality control, contract waivers and equipment maintenance.

During the past fiscal year, Department staff members lectured at various NIB training seminars and also visited numerous Federal Government agencies.

Industrial Engineering Department

Among the primary responsibilities of this Department are: determining rough and final fair market prices for new products and services being considered for addition to the Procurement List; maintaining adequate pricing structure for products and services on the Procurement List; monitoring and recommending changes in The Committee's

pricing procedures and reviewing workshop cost data to determine its completeness and adequacy prior to submitting the proposed fair market price to The Committee. The Department also notifies workshops in advance of rough semiannual price changes and assists them in determining their need for a price change exception request.

Additional Department responsibilities include assisting NIB's Consumer Marketing Division in submitting pricing actions on Military Resale items, conducting appropriate training programs and assisting workshops in improving their industrial operations and manufacturing effectiveness through a variety of industrial engineering techniques. The Department also determines average sighted production rates by using predetermined time standards, recommends effective blind-oriented production methods, tools and techniques and manages NIB's freight and traffic consulting program.

This past fiscal year the Department determined prices for 83 types of new Government items being considered for addition to the Procurement List. These determinations led to 23 official requests submitted for addition, 21 of which were added and resulted in additional sales of over \$6 million. Price changes on 123 Procurement List items or groups of items were analyzed, resulting in 76 price change requests which increased the annual dollar value for these items by \$3,211,774. Semiannual price changes were applied to all



Two members of the Industrial Engineering Department, NIB Government Operations Division, review information on fair market prices.



Staff members at NIB Technical Center, St. Louis, Missouri prepare for seminar on quality control held for workshop management.

Government Use items, increasing the annual dollar value on all items by \$5,811,000.

Department staff members participated in NIB's Management Training Program by giving presentations on costing, pricing and wage rates. The staff also helped to organize and participated in a Time Study Review Course and devised a freight cost reduction program that provided workshops with helpful shipping recommendations and reduced freight costs.

Technical Center

Located in St. Louis, Missouri, NIB's Technical Center serves to identify new products and services to add to the Procurement List.

It provides laboratory testing for selected items and furnishes technical guidance in quality control matters. The Center also collects and analyzes information about new products and services, conducts preliminary industry impact assessments and recommends the assignments of these new products or services for specific NIB-associated workshops. By establishing and maintaining a product development plan, it assists workshops with this plan through consultation for preliminary feasibility studies.

In addition, the Technical Center conducts training seminars for workshop representatives in product development and quality control. It provides technical assistance to workshops in equipment and tooling selection, installation, jiggig, maintenance and operation. The Center also provides assistance to workshops through physical testing of selected materials, components and end items.

In fiscal year 1980, the Center's technical and administrative staff spearheaded the addition of 31 new products to the Procurement List. These items are manufactured in 19 NIB-associated workshops and generated 234 new jobs for blind and multihandicapped blind workers. The estimated annual value of the items is \$9,644,400. The Center was also involved in developmental projects and feasibility studies on new products which could possibly create 365 new jobs for blind people in NIB-associated workshops. Additional programs for the past fiscal year included conducting 648 laboratory tests on materials, components and end items for workshops and providing production assistance to 45 workshops involved in 25 separate Javits-Wagner-O'Day projects.

Wage and Compliance Office

This newly-formed office has the primary responsibility of ensuring that blind citizens employed in NIB-associated industries are fairly paid and that these workshops are in compliance with statutory and regulatory requirements set by The Committee, the

Department of Labor and other agencies. Specifically, the Office is charged with instituting and maintaining proper policies on wage rates, payout ratios, incentive systems and time studies. It also monitors and inspects workshops for compliance, maintains liaison with DOL, The Committee, workshops, and other NIB departments as required.

Since its inception in July, this Office has been involved in publishing bulletins on a variety of subjects related to minimum wage compliance. The staff has also participated in seminars and has made individual workshop visits covering wage and compliance matters.

In the coming fiscal year, the Government Operations Division is looking to a minimum goal of \$8 million in annual procurement value for new items to be added to the Procurement List, while continuing to identify those products which do not reflect an increase in demand by the Federal Government. The Division will also continue to assist smaller workshops to become more involved in producing Javits-Wagner-O'Day items. Emphasis will also be placed on aiding workshops in the pursuit of developing new products assigned by NIB. Also in the next year, the Division will direct increased monitoring and assistance in wage and compliance matters.



Exterior of NIB Washington office in Falls Church, Virginia.



Staff member at NIB Technical Center, St. Louis, Missouri tests a product.

Consumer Marketing Division

The Consumer Marketing Division administers the sales of blind-made products in a variety of markets and provides subcontracting services to NIB-associated workshops. The Division recently established a program to allow workshops to enter the industrial sales market, which is expected to create additional employment for blind and multihandicapped blind workers. Within this Division are four departments.

Military Resale Department

The Military Resale volume has grown 50% during the past three years due to the cooperation of the President's Committee for the Purchase from the Blind and Other Severely Handicapped and support from all branches of the military.

NIB employs several military brokerage firms to represent SKILCRAFT products in bases around the world. In the past fiscal year SKILCRAFT sales to the military exceeded \$9 million — an all time high. Involved were 31 NIB-associated industries which provided jobs for more than 400 blind and multihandicapped blind workers.

The SKILCRAFT product line consists of mops, brooms and brushes as well as new products such as flatware, all purpose cleaner, scrubbers, writing instruments, air fresheners and deodorizers and clothespins. New products continue to be the lifeblood of the program with sales over \$1 million last year from products developed in the past three years.

During fiscal 1980, NIB proposed 12 new items for stockage by Navy commissaries. The placing of these products resulted in additional sales of approximately one half million dollars which created 18 new jobs for blind employees. Of equal importance to the Military Resale Program this past fiscal year has been an increase in sales of 35% in Army and Air Force exchanges.

Among the services provided to workshops by the Military Resale Department are test marketing to determine the product's marketability and consumer acceptance, quality control procedures, product specification and manufacturing methods. In addition, a Product Advisory Committee assists workshops in all phases of product development including market research and merchandising strategies.

To maximize the sales effectiveness, NIB maintains strict inventory control in nine distribution warehouses throughout the country, a control that consistently resulted in 99% of its orders being shipped complete and on time.

Subcontracting Department

The Subcontracting Department began in 1975 as an additional service to workshops and was based on the belief that if industry were involved with a workshop for the blind it would have a firsthand look at blind workers' capabilities and thus would be more inclined to offer them employment. In addition, by subcontracting with a workshop that employs blind and multihandicapped blind, an industry could enhance its affirmative action requirements by eventually hiring blind persons performing its jobs in the workshop. Blind individuals can be mainstreamed directly into industry. The enclave process, on the other hand, involves setting up a workshop within a company where blind employees work alongside sighted workers.

Many subcontracting services are provided to workshops. In the past year, NIB representatives visited 21 workshops where they provided intensive one-on-one training for procurement personnel to enable them to assume the procurement effort initiated by NIB. As part of this training and to perfect the workshops' presentations, actual calls are made to industry involving both NIB representatives and workshop procurement people.

Visually impaired workers at Lancaster County Association for the Blind, Lancaster, Pennsylvania assemble samples of Fresh Start detergent as part of a Colgate Palmolive subcontract.



At Blind Industries and Services of Maryland in Baltimore, a blind employee operates a shrink packaging machine.



Corporate development is another service provided by the subcontracting program to gain subcontract work from Fortune 500 corporations. In fiscal year 1980, NIB-associated workshops completed over \$11,556,233 in subcontracting work with such corporations as Colgate Palmolive Company, Western Electric, Becton-Dickinson and Company and Magla Products, resulting in over 770 man years of blind employment. In addition, NIB representatives provided 337 leads to workshops for subcontracting possibilities in their local communities.

NIB's Subcontracting Department also provides industrial engineering assistance which includes methods and standard data development, costing procedures and preparing bids.

In cases where one company works with many shops on one subcontracting project, NIB will act as central coordinator in order to simplify the process. Providing this centralization for industry is a very effective selling tool for NIB when it proposes subcontracting to industry.

To complete its subcontracting program, NIB is represented on The Committee for Employment of the Handicapped, a Washington, D.C. based organization established by a Congressional Act to assist industries in hiring the handicapped.

Writing Instruments Department

The Writing Instruments Department comprises three separate markets including writing instruments sold to the Federal Government through the General Services Administration (GSA), those being purchased for state use and those produced as specialty items for private industry. Within those categories is a large variety of writing instruments that includes stick and retractable pens, refills, pencils and a number of different markers.

Department staff members assist workshops in the development of markets for their writing instrument product line and work closely with NIB's Technical Center in order to assure quality and compliance to government specifications.

In the past fiscal year, writing instruments sold to GSA were manufactured by four workshops and created employment opportunities for 141 blind and multihandicapped blind workers. The State Use Program for the sale of writing instruments presently involves nine workshops and employs approximately 90 blind workers. Several specialty item orders also helped provide additional blind employment. Avon Products, Inc., has purchased over 600,000 pens which were assembled and shipped by blind workers in an NIB-associated workshop. To cite other examples, pens were purchased by the United States Department of Agriculture's Forest Service and the United States Postal Service.

Industrial Sales

The newest Department in the Consumer Marketing Division, Industrial Sales, is a pilot program begun in 1978. Today it includes 17 nationally-known companies that have contracted to purchase SKILCRAFT industrial mops, brooms, brushes, and allied products. Among these companies are DuPont, General Electric, Bristol Meyers, ITT and General Foods to name a few. Nine regional warehouses have been established for distribution of these products. Plans call for a substantial increase in contracts with additional industries in the next fiscal year.

In addition to military resale, writing instruments, subcontracting, and industrial sales markets, the Consumer Marketing Division also obtains additional customers, all of which provide additional blind employment. In the past fiscal year, NIB-associated workshops assembled 393,000 comfort kits for the Red Cross, as well as 19,000 disaster kits for that organization. These two contracts provided employment for 32 blind workers. In addition, NIB staff members were responsible for obtaining orders for toiletry kits which are assembled by NIB workshops for Eastern Airlines and TWA, as well as packaging of sample and sales kits for Avon representatives.

An employee at Royal Maid Association for the Blind, Inc., Hazlehurst, Mississippi, NIB's demonstration workshop, uses a standard riveting operation to manufacture a window washer.



Visually impaired employees at Oklahoma League for the Blind, Oklahoma City, Oklahoma work on subcontracting project for Western Electric.

Rehabilitation Services Division

An integral part of developing employment opportunities for blind citizens is to provide them with rehabilitation services prior to and during workshop placement and employment. Formed in 1969, NIB's Rehabilitation Services Division today continues to expand its variety of services to the associated workshops.

During the past fiscal year, Division staff members hosted several workshop visitors who took part in intensive rehabilitation training sessions in order to better serve the needs of their blind workers. Division personnel made 79 workshop visits where they developed specific rehabilitation programs to accommodate individual workshop needs.

Also taking place during the past fiscal year were several visits by workshop personnel to observe the Royal Maid Rehabilitation Program and to review the operation of electro-mechanical work samples. These samples, designed at Royal Maid specifically for blind and multihandicapped blind persons, utilize a combination of electronic and mechanical devices to measure and strengthen a blind or multihandicapped blind person's basic work abilities. Currently, 23 associated workshops are using this equipment as does an agency in Morocco.

The newest Department within the Division, Rehabilitation Research and Training, develops additional work samples including electro-mechanical work samples and disseminates material about these samples to the workshops.

Most recently, the Department has been researching the effects of light and color modification to achieve the optimum work environment for each worker.

Division efforts last year also resulted in the establishment of a new evaluation and training program in an associated workshop in Delaware, while another is being developed for a New Jersey workshop.

Because follow-up rehabilitation services are needed when an individual is placed in competitive industry, NIB's Rehabilitation Division staff members monitor both the enclave and mainstreaming programs. NIB-associated workshops have placed blind workers at International Telephone and Telegraph in Corinth, Mississippi and Texas Instruments in Lubbock, Texas. Special work sites (enclaves) have been set up at Crest Chemical Corporation in Tampa, Florida. One former enclave program at Computer Peripherals, Inc.,

in Norristown, Pennsylvania resulted in placing blind workers directly into the production plant where they are today working alongside sighted employees. For all of these programs, the Rehabilitation Division assisted the involved workshops in providing client evaluation, training and support services.

Because the primary objective of the Rehabilitation Division is to best serve the needs of blind workers by helping to place each individual in the job he or she is best able to perform, the Division actively searches out those shops interested in further developing their employment services. These "emerging" workshops frequently call on the NIB Rehabilitation Division to aid them in achieving their service-oriented goals.

Unlike these "emerging" workshops, "plateau" workshops need encouragement from the Division to offer broader services to their community's blind workers, particularly their multihandicapped blind citizens.

A visually impaired man participates in a work adjustment program at West Texas Lighthouse for the Blind, San Angelo, Texas.



During a board orientation program, Harold Richterman, Director of Rehabilitation Services, gives a presentation on signing used for communicating with the deaf/blind.



Another aspect of the Rehabilitation Division's commitment to the blind community is its role as a speaker's bureau on the national and international scene. During the past fiscal year, Division personnel made presentations at key gatherings, among them the Helen Keller National Centennial in Boston, Massachusetts and a presentation on vocational rehabilitation in Tunisia, North Africa. Additional involvements, the past fiscal year, include a presentation to the New York State Board of Commissioners on behalf of New York State workshops as well as involvement with The American Association of Workers for the Blind, The Affiliated Leadership League of and for the Blind of America and performing on site reviews for the National Accreditation Council for Agencies Serving the Blind and Visually Handicapped.

The Rehabilitation Services Division involves itself with the Equal Employment Opportunity and Affirmative Action policies of NIB-associated workshops. The Division also is helping associated workshops in complying with the record keeping requirements of the Javits-Wagner-O'Day Act.

A quite distinct responsibility of the Rehabilitation Division, but, nevertheless, integral to its objectives of serving blind workers, is its board member orientation program. This consists of providing written materials for workshop board members to better orient them to the needs of blind workers and workshops for the blind. In addition to developing written materials for board members, the Division staff also presents special orientation programs for board members during the annual meetings. The Division is increasing its program of meeting with board members at individual workshop sites. In most cases, orientation programs focus on orienting board members to NIB and highlighting their responsibilities and roles as board members.

In addition, the NIB Rehabilitation Services Division is the primary contact for workshops interested in becoming associated with NIB and benefiting from the Javits-Wagner-O'Day program.

Four new workshops became associated with NIB in fiscal 1980 and four additional ones are actively engaged in preparing for association.



A multihandicapped blind employee at the Lighthouse for the Blind, Seattle, Washington.



A multihandicapped blind worker at Ellisville State School in Mississippi develops vocational skills in work activities center sponsored by Royal Maid.

Legislative Affairs Division

Recognizing the importance of full-time representation on the Washington scene, NIB established a Legislative Affairs Division in August, 1977. This Division is primarily involved in keeping NIB-associated workshops informed about legislative activities that might have an effect on the welfare of blind workers.

The Legislative Affairs Division coordinates the activities of the Legislative Committee of The General Council of Workshops for the Blind and also works closely with the many other national organizations interested in employment of blind citizens. In addition, this Division also coordinates legislative activities of interest to NIB with other organizations representing the other severely handicapped.

In keeping with the NIB objective of providing services as needed to its associated workshops, the Legislative Affairs Division continuously watches the proposed legislation and statutes that have such an effect on the workshop program and disseminates information to the shops where changes in such laws might take place.

Public Relations Division

NIB's Public Relations Division offers a variety of services to its affiliated workshops. Among them are program planning assistance, advice in designing and producing printed materials, TV and radio public service announcements, slide presentations, seminars covering public relations matters, participation in public relations events at workshop sites and a quarterly newsletter.

NIB's public relations responsibilities revolve around the need to educate a variety of audiences on the nature of blind employment through the workshop program. Among these audiences are those groups most in position to help secure additional job opportunities for blind people. Included are government procurement agencies, members of Congress and the business community. Other groups include customers who purchase blind-made products and those who contribute funds to agencies for the blind, the news media, directors, board members and staffs of associations for the blind.

These distinct groups dictate the need for internal and external public relations programs that have similar objectives but require separate applications. The internal programs involve educating NIB-associated workshops about the value of public relations programs in their local communities, raising public awareness of the scope of blind employment today and facilitating their on-going fund raising efforts. The

external program, on the other hand, calls for disseminating information about the NIB organization and its affiliated workshops to the general public to establish a good image of the capabilities of today's blind workers.

On the national level, NIB's public relations program includes the production and distribution of an annual report and facts brochure, disseminating printed and visual materials to the news media and attending, exhibiting and speaking at appropriate organization gatherings.

During the past fiscal year, NIB's Public Relations Division presented two public relations seminars. The Division also supervised the production of a series of radio and television public service announcements which are available to workshops for placement in local news outlets. The Division was also involved in the production of information kits that describe the blind workshop program in detail.

In the coming year, the Division's priorities will include the following programs:

- Generating national, state, regional and local publicity for affiliated workshops.
- Establishing additional contacts to increase the visibility of NIB and its associated workshops in our nation's Capital.

NIB exhibit at Helen Keller Centennial held in Boston during June, 1980. A rehabilitation specialist shows a blind boy how to use a work sample.



Members of the Government Operations Division of NIB gather to discuss the latest developments in Javits-Wagner-O'Day contracts.

- Forming a public relations advisory group to coordinate and plan public relations activities.
- Expanding the size and scope of "Opportunity," the quarterly newsletter and having it reach those audiences most able to help create more job opportunities for blind workers.

Finance Division

The Finance Division's responsibilities extend outside of NIB to assist workshops as do other divisions. In addition to overseeing NIB's financial, administrative and personnel matters, the Division provides assistance to associated workshops in office administration, accounting and reporting systems, fringe benefit programs and aids in compiling annual workshops' statistical reports.

Within this Division are four service areas: Finance and Accounting; Convention Management; Central Purchasing; and SKILCRAFT Trademark Administration.

During the past fiscal year, this Division held two "Management Training Courses in Finance and Accounting for Workshops." These focused on cost accounting, budgeting, inventory control and record keeping for Javits-Wagner-O'Day requirements. Such courses are presented on a regional basis twice each year in order to provide associated workshops with professional assistance in accounting matters.

Members of the Finance Department visited various workshops during the past year to lend additional support in the fiscal area.

NIB and The General Council of Workshops for the Blind held two national conferences during fiscal 1980: the annual meeting in San Antonio in the fall and the national sales meeting in San Diego in the spring. More than 300 administrators, managers and board members attended the gathering in San Antonio and over 400 attended the San Diego conference.

With the theme of "Meet the Challenge of the 80's," the annual meeting attracted key speakers from the General Services Administration, the Department of Labor, the Defense Logistics Agency and The Committee for Purchase from the Blind and Other Severely Handicapped. "Sales = Employment" was the theme of the national sales meeting which featured several outstanding speakers.

Whereas the annual fall meeting focuses primarily on seeking new avenues for blind employment and better serving the vocational training needs of blind and multihandicapped blind workers, the spring meeting is concerned with increasing employment opportunities through an increase in sales.

During this meeting, NIB and workshop sales staff meet with suppliers and industry to seek new markets for blind-made products. Although the two meetings differ in scope, the primary objective is to develop additional employment opportunities for blind citizens, through Javits-Wagner-O'Day and other programs.

The Central Purchasing Department of NIB enables associated workshops to take advantage of cost reductions derived from quantity buying. During the past fiscal year, NIB purchased over \$1,200,000 worth of raw materials and components for affiliated workshops and located supply sources for new products. Central Purchasing staff consistently reviews the competitiveness of present suppliers in order to obtain quality products at the best prices.

The Division also oversees the manufacturing and sales agreement that allows the workshops to make and distribute products under the NIB owned SKILCRAFT trademark. This highly-recognized trademark, particularly in the military markets, designates quality blind-made products.



E. Richard Alley, a staff member of The Committee for Purchase from the Blind and Other Severely Handicapped speaks during the annual convention of The Council of Workshops and NIB in Washington, D.C.



During the past year the Finance Division of NIB held two management training courses in finance and accounting for workshop personnel.

Year End Summary



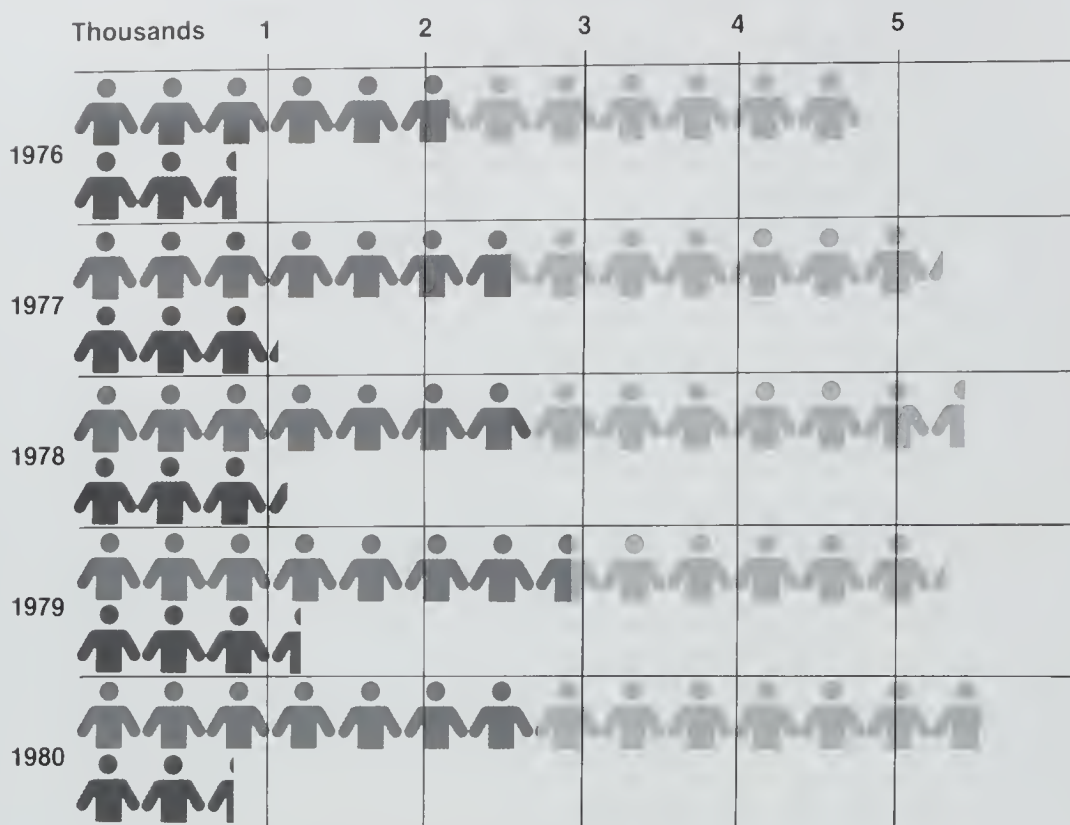
Blind
Workers



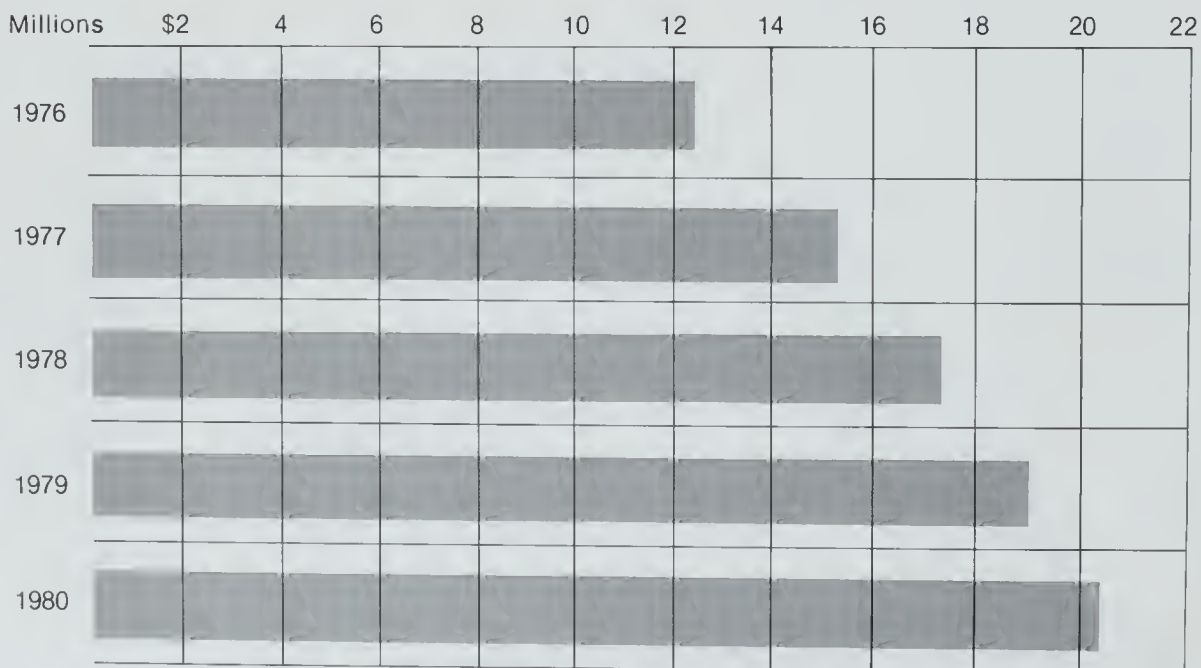
Blind Workers
with additional handicaps



Sighted Workers
with physical handicaps

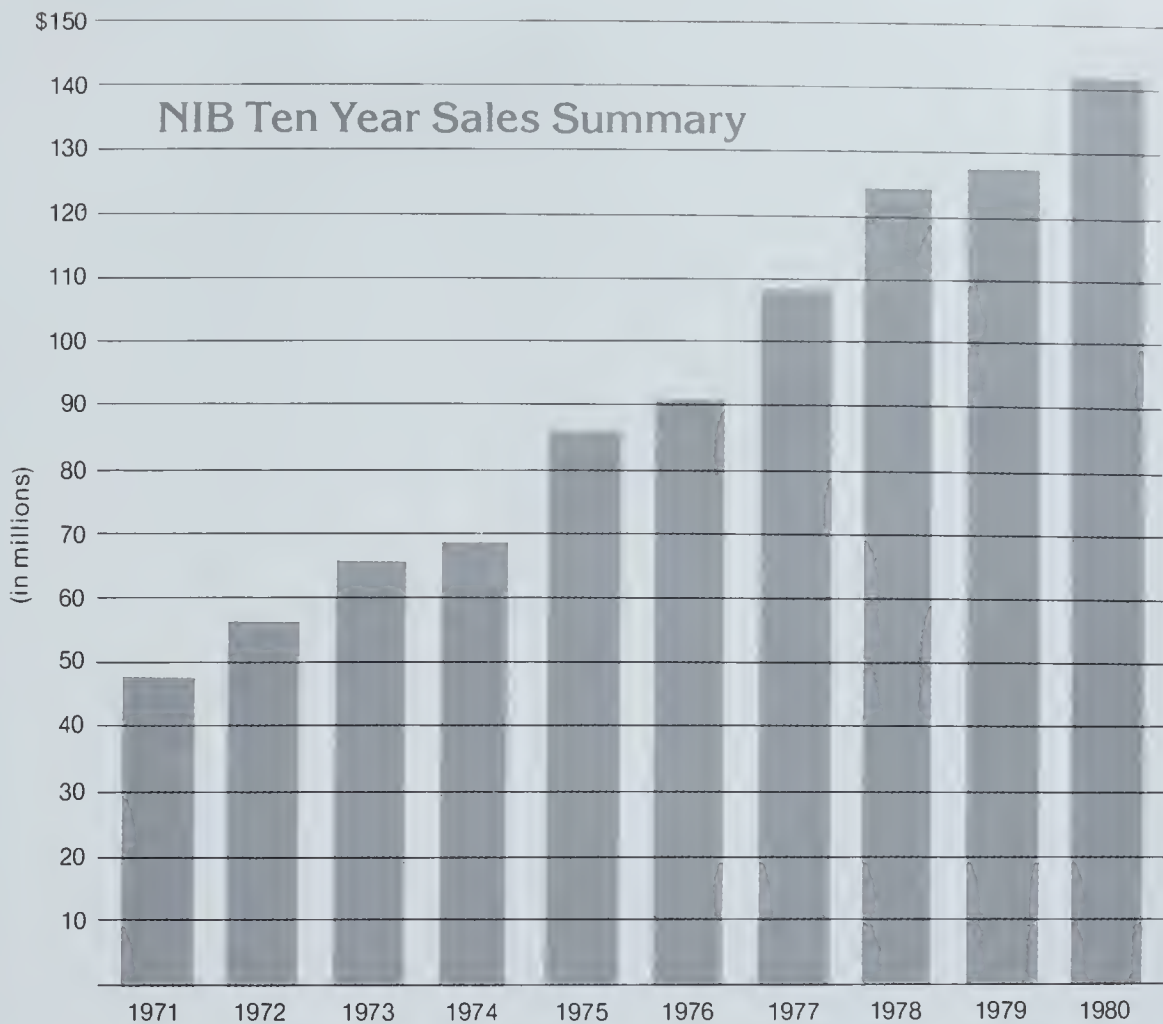


Employment of the Blind & Handicapped



Annual Wages Paid to Blind Workers (in millions)

Fringe benefits amounted to \$6,293,878



Annual Sales

Year	Federal Government	Military Stores	Commercial Consumer Products	Industrial Subcontracts	Totals
1980	\$71,744,140	\$9,420,698	\$48,132,819	\$11,556,233	\$140,853,890
1979	63,606,925	7,799,310	46,237,928	9,623,253	127,267,416
1978	61,348,061	6,736,043	45,829,636	9,814,304	123,728,044
1977	52,717,058	5,993,983	43,478,861	7,312,828	109,502,730
1976	39,541,136	6,062,532	39,584,206	5,160,057	90,347,931
1975	37,139,818	5,505,701	37,288,527	5,868,406	85,802,452
1974	26,138,786	4,390,882	32,915,259	6,480,057	69,924,984
1973	25,916,297	3,949,638	29,882,693	5,526,909	65,275,537
1972	20,687,430	3,845,658	27,030,718	4,961,086	56,524,892
1971	\$14,788,361	\$3,561,127	\$25,737,511	\$ 3,765,230	\$ 47,852,229

NIB Associated Industries

ALABAMA

- Industries for the Blind
P.O. Drawer 17
Talladega, AL 35160

ARIZONA

- Arizona Industries for the Blind
3013 West Lincoln Street
Phoenix, AZ 85009

ARKANSAS

Arkansas Lighthouse for the Blind
69th and Murray Streets
Little Rock, AR 72219

CALIFORNIA

San Francisco Lighthouse for the Blind, Inc.
BLINDCRAFT
1097 Howard Street
San Francisco, CA 94103

COLORADO

Rehabilitation Center for the Visually Impaired
100 West Seventh Avenue
Denver, CO 80204

CONNECTICUT

Board of Education and Services for the Blind Products
Russell Road
Newington, CT 06111

DELAWARE

Delaware Division for the Visually Impaired
1901 DuPont Highway
New Castle, DE 19720

DISTRICT OF COLUMBIA

- Columbia Lighthouse for the Blind
1421 P Street, N.W.
Washington, DC 20005

FLORIDA

- Tampa Lighthouse for the Blind
1106 West Platt Street
Tampa, FL 33606
- Lighthouse for the Blind of the Palm Beaches, Inc.
7810 South Dixie Highway
West Palm Beach, FL 33405

GEORGIA

- Georgia Factory for the Blind
59 Ormond Street, S.E.
Atlanta, GA 30315
- Georgia Factory for the Blind
Faceville Highway
P.O. Box 218
Bainbridge, GA 31717
- Georgia Factory for the Blind
Emlet Drive
P.O. Box 98
Griffin, GA 30224

HAWAII

- Ho'opono Center for the Blind
1901 Bachelot Street
Honolulu, HI 96817

ILLINOIS

- The Chicago Lighthouse for the Blind
1850 West Roosevelt Road
Chicago, IL 60608

INDIANA

Division of Services for the Blind
536 West 30th Street
Indianapolis, IN 46208

KANSAS

Kansas Industries for the Blind
925 Sunshine Road
Kansas City, KS 66115

- Kansas Industries for the Blind
425 MacVicar Street
Topeka, KS 66606

Kansas Foundation for the Blind, Inc.
801 East Lincoln Street
P.O. Box 2355
Wichita, KS 67201

KENTUCKY

Kentucky Industries for the Blind
1900 Brownsboro Road
Louisville, KY 40206

LOUISIANA

The Lighthouse for the Blind
123 State Street
New Orleans, LA 70118

- Shreveport Association for the Blind
1750 Claiborne Avenue
P.O. Box 3821
Shreveport, LA 71103

MAINE

Maine Center for the Blind
189 Park Avenue
Portland, ME 04120

MARYLAND

Blind Industries and Services of Maryland
Baltimore Division
2901 Strickland Street
Baltimore, MD 21223

Blind Industries and Services of Maryland
Western Maryland Division
322 Paca Street
Cumberland, MD 21502

Blind Industries and Services of Maryland
Eastern Shore Division
Northwood Industrial Park
P.O. Box 2133
Salisbury, MD 21801

MASSACHUSETTS

Cambridge Industries for the Blind
72 Second Street
Cambridge, MA 02141

Fall River Industries for the Blind
85 North Main Street
Fall River, MA 02723

Lowell Industries for the Blind
347 Middlesex Street
Lowell, MA 01845

Pittsfield Industries for the Blind
11 Melville Street
Pittsfield, MA 01201

Springfield Industries for the Blind
63 Howard Street
Springfield, MA 01105

Worcester Industries for the Blind
90 Madison Street
Worcester, MA 01608

MINNESOTA

Duluth Lighthouse for the Blind
2701 West Superior Street
Duluth, MN 55806

- The Minneapolis Society for the Blind, Inc.
1936 Lyndale Avenue South
Minneapolis, MN 55403

MISSISSIPPI

Mississippi Industries for the Blind
2501 North West Street
P.O. Drawer 4417
Jackson, MS 39216

Mississippi Industries for the Blind
201 Main Street
P.O. Box 1565
Greenville, MS 38701

Mississippi Industries for the Blind
232 Bonita Road
P.O. Box 885
Meridian, MS 39301

- Royal Maid Association for the Blind
Hansen Road
P.O. Drawer 30
Hazlehurst, MS 39083
- Royal Maid Association for the Blind/
Opportunities Unlimited
Ellisville State School
Ellisville, MS 39437
- Royal Maid Association for the Blind/
Tupelo Division
611 Pegram Drive
Tupelo, MS 38801

MISSOURI

- Kansas City Association for the Blind
1844 Broadway
Kansas City, MO 64108

The Lighthouse for the Blind
10440 Trenton Ave.
St. Louis, MO 63132

NEW HAMPSHIRE

Workshop for the Blind
130 Silver Street
Manchester, NH 03103

NEW JERSEY

New Jersey Commission for the Blind and Visually Impaired
232 Frelinghuysen Avenue
Newark, NJ 07114

New Jersey Commission for the Blind and Visually Impaired
209 Highland Avenue
Westmont, NJ 08108

NEW MEXICO

New Mexico Industries for the Blind
2200 Yale Boulevard, S.E.
Albuquerque, NM 87106

NEW YORK

- Northeastern Association for the Blind at Albany, Inc.
301 Washington Avenue
Albany, NY 12206
- Blind Work Association, Inc.
55 Washington Street
Binghamton, NY 13901
- IHB Industries/The Industrial Home for the Blind
1000 Atlantic Avenue
Brooklyn, NY 11238
- IHB Industries/The Industrial Home for the Blind
520 Gates Avenue
Brooklyn, NY 11216
- IHB Industries/The Industrial Home for the Blind
Building 40
Suffolk Developmental Center
South Road
P.O. Box 1003
Melville, NY 11746

- Blind Association of Western New York
1170 Main Street
Buffalo, NY 14209
Southern Tier Association for the Blind
719 Lake Street
Elmira, NY 14901

- Lighthouse Industries/The New York Association for the Blind
36-20 Northern Boulevard
Long Island City, NY 11101

Metropolitan Workshop for the Blind
111 Eighth Avenue
New York, NY 10011

- The Jewish Guild for the Blind
15 West 65th Street
New York, NY 10023
- The Association for the Blind of Rochester & Monroe County, Inc.
422 S. Clinton Avenue
Rochester, NY 14620
- Central Association for the Blind, Inc.
507 Kent Street
Utica, NY 13502

Central Association for the Blind, Inc.
34 Main Street
Whitesboro, NY 13492

NORTH CAROLINA

Lions Club Industries for the Blind of Western North Carolina, Inc.
45 South French Broad Avenue
Asheville, NC 28801

Lions Services, Inc.
1702 Brevard Street
Charlotte, NC 28206

Lions Club Industries, Inc.
1810 East Main Street
P.O. Box 11215
Durham, NC 27703

Industries of the Blind, Inc.
920 West Lee Street
P.O. Box 3544
Greensboro, NC 27402

Lions Industries for the Blind, Inc.
500 East Lenoir Avenue
P.O. Box 454
Kinston, NC 28501

Raleigh Lions Clinic for the Blind, Inc.
315 Hubert Street
Raleigh, NC 27603

Industries for the Blind
701 North Main Street
Winston-Salem, NC 27101

OHIO

- Cincinnati Association for the Blind
2045 Gilbert Avenue
Cincinnati, OH 45202
- Clovernook Home and School for the Blind
7000 Hamilton Avenue
Cincinnati, OH 45231
- Cleveland Skilled Industries
2275 East 55th Street
Cleveland, OH 44103
- The Vision Center of Central Ohio Industrial Division
2470 Cleveland Avenue
Columbus, OH 43211

Youngstown Society for the Blind and Disabled
2246 Glenwood Avenue
Youngstown, OH 44511

OKLAHOMA

- Oklahoma League for the Blind
501 North Douglas Avenue
Box 24020
Oklahoma City, OK 73106

OREGON

Oregon Industries for the Blind
535 S.E. Twelfth Avenue
Portland, OR 97214

PENNSYLVANIA

Lehigh Valley Lighthouse Industries for the Blind
610 Union Boulevard
Allentown, PA 18103

Delaware County Branch Pennsylvania Association for the Blind
100-106 West 15th Street
Chester, PA 19013

Chester County Association for the Blind
71 South First Avenue
Coatesville, PA 19320

Westmoreland County Branch Pennsylvania Association for the Blind
212 E. Pittsburgh Street
P.O. Box 1048
Greensburg, PA 15601

- Lancaster County Branch Pennsylvania Association for the Blind
244 North Queen Street
Lancaster, PA 17603

- Pittsburgh Blind Association
300 South Craig Street
Pittsburgh, PA 15213

Washington-Greene County Branch Pennsylvania Association for the Blind
254 North Main Street
Washington, PA 15301

PUERTO RICO

Puerto Rico Industries for the Blind Corp.
Box 13382
Santurce, PR 00908

TENNESSEE

A.P. Mills Industries for the Blind
346 St. Paul Street
P.O. Box 2175
Memphis, TN 38101

- Volunteer Blind Industries, Inc.
758 West First South Street
Morristown, TN 37814

Mason Brandon Industries for the Blind
4110 Charlotte Avenue
P.O. Box 90227
Nashville, TN 37209

TEXAS

Southwest Lighthouse for the Blind
409 South Cleveland
P.O. Box 31000
Amarillo, TX 79120

Travis Association for the Blind
2831 Manchaca Road
P.O. Box 3297
Austin, TX 78764

South Texas Lighthouse for the Blind
1907 Leopard Street
P.O. Box 9697
Corpus Christi, TX 78408

- Dallas County Association for the Blind
3940 Capital Avenue
P.O. Box 64420
Dallas, TX 75206

El Paso Lighthouse for the Blind
100 Dunne Avenue
El Paso, TX 79905

Tarrant County Association for the Blind
912 West Broadway
Fort Worth, TX 76104

- Lighthouse for the Blind of Houston
3530 West Dallas
P.O. Box 13435
Houston, TX 77109

Southwest Lighthouse for the Blind
607 Main Street
P.O. Box 10102
Lubbock, TX 79408

West Texas Lighthouse for the Blind, Inc.
2001 Austin Street
San Angelo, TX 76903

San Antonio Association for the Blind
2305 Roosevelt Avenue
P.O. Box 10230
San Antonio, TX 78210

East Texas Lighthouse for the Blind
1716 Forest Avenue
Tyler, TX 75702

Lighthouse for the Blind
700 South 15th Street
Waco, TX 76706

Beacon Lighthouse for the Blind
300 Seventh Street
Wichita Falls, TX 76301

UTAH

Utah Industries for the Blind
1595 West Fifth South
Salt Lake City, UT 84104

VERMONT

Vermont Workshop for the Blind
c/o Vermont Allied Services
103 Main Street
Waterbury, VT 05676

VIRGINIA

- Virginia Industries for the Blind
1102 Monticello Road
P.O. Box 259
Charlottesville, VA 22902
- Virginia Industries for the Blind
1535 High Street
P.O. Box 27563
Richmond, VA 23261

WASHINGTON

- The Lighthouse for the Blind, Inc.
2501 South Plum Street
P.O. Box C-14119
Seattle, WA 98114

WISCONSIN

- Industries for the Blind
3220 West Vliet Street
Milwaukee, WI 53208
- Wisconsin Workshop for the Blind
5316 West State Street
Milwaukee, WI 53208

- Accredited by the National Accreditation Council (NAC)

Merit Awards

Each year NIB recognizes certain individuals and industries for their valuable involvement in the blind employment program. This recognition takes the form of official presentations at key gatherings, where recipients are honored for their contribution to progress in blind industries.

R. B. Irwin Award

During the Helen Keller Centennial Congress held in Boston, Massachusetts in June, Noel B. Price, former executive vice president of NIB was presented with the R. B. Irwin Award. The award is given in honor of Dr. Robert B. Irwin, who was largely responsible for the enactment of the then Wagner-O'Day Act and who served as vice president of NIB during its formative years. Mr. Price was selected as recipient of the award in recognition of his 33 years of dedicated service toward providing employment opportunities for blind citizens.

Board Member of the Year Award

S. S. "Bud" Sanger, board member, Industries for the Blind, Inc., Milwaukee, Wisconsin, was recognized for his contribution to workshops for the blind by receiving the 1980 NIB Board Member of the Year Award.

A member of the board of Industries for the Blind for the past 28 years, Mr. Sanger has guided the workshop's growth from a 10,000 square foot facility at its inception to today's present 100,000 square foot plant with annual sales of \$6 million.



Clarence Wills, National Blind Worker of the Year, receives his award at the White House from Jack Watson, President Carter's Chief of Staff.

Peter J. Salmon Award - "National Blind Worker of the Year"

Clarence Wills, an employee of the Rehabilitation Center for the Visually Impaired, Denver, CO, was the 1980 recipient of the Peter J. Salmon - National Blind Worker of the Year Award. Mr. Wills was selected by the NIB Board and The General Council of Workshops for the Blind because of his determination to overcome numerous obstacles in becoming an independent, productive member of society.

Industrial Award

In order to recognize an industrial company that has made significant and exceptional contributions toward the employment of blind people, NIB each year presents an Industrial Award during its spring sales meeting. Western Electric was the recipient of the 1980 Industrial Award because of its subcontract arrangements with 11 NIB-associated workshops which provided gainful employment to many blind workers.



Noel B. Price, former executive vice president of NIB, recipient of the R. B. Irwin Award.



S. S. "Bud" Sanger, Industries for the Blind, Milwaukee, Wisconsin, Board Member of the Year.



George J. Mertz, NIB executive vice president, presents the annual industrial award to Western Electric represented by J. L. Monk, purchasing manager.

NIB Board of Directors

CHAIRMAN OF THE BOARD

*Thor W. Kotte, Jr
14 Wall Street
Suite 1600
New York, NY 10005

PRESIDENT

*Abram Claude, Jr
Executive Vice President
Security Pacific Financial Services, Inc
245 Park Avenue
New York, NY 10167

SECRETARY-TREASURER

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Vice President, Investment Banking
Dean Witter Reynolds Inc
130 Liberty Street
New York, NY 10006

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Executive Vice President
Arkansas Lighthouse for the Blind
Little Rock, AR

Rudolph E. Elmer
The Lighthouse for the Blind, Inc
Seattle, WA

Conway Harris
Executive Director
Lions Club Industries, Inc.
Durham, NC

Mrs. Jackson C. Hinds
Houston, TX

*Claude W. Hirsch
Executive Vice President
Industries for the Blind
Milwaukee, WI

*Joseph J. Larkin
Executive Director
The Industrial Home for the Blind
Brooklyn, NY

Robert T. McLean
New Orleans, LA

M. Shy Meeker
General Sales Manager
Peterbilt Motors Co
Newark, CA

Ray Miller
General Manager
Industries for the Blind
Talladega, AL

*Jansen Noyes, Jr
New York, NY

Ernest A. Oshel
Wichita, KS

Clayton Penhallegon
Executive Director
Georgia Factory for the Blind
Bainbridge, GA

LeRoy Saunders
Executive Director
Oklahoma League for the Blind
Oklahoma City, OK

Austin G. Scott
Executive Director
Dallas County Association
for the Blind
Dallas, TX

Wesley D. Sprague
Executive Director
New York Association for the Blind
New York, NY

Offices

Principle Office:
1455 Broad Street
Bloomfield, NJ 07003

Government Operations Office:
3530 Moncure Avenue
Falls Church, VA 22041

Legislative Affairs Office:
3530 Moncure Avenue
Falls Church, VA 22041

Technical Center:
10679 Midwest Industrial Boulevard
St. Louis, MO 63132

Rehabilitation Services Office:
320 Fulton Avenue
Hempstead, NY 11550

Auditors
Peat, Marwick, Mitchell & Company

*NIB Executive Committee

HONORARY DIRECTOR

Dr. Peter J. Salmon
Administrative Vice President
The Industrial Home for the Blind
Brooklyn, NY

NIB ADMINISTRATIVE ORGANIZATION



George J. Mertz
Executive
Vice President



John W. Hanger
Vice President
Legislative Affairs



James C. MacFarland
Vice President
Government
Operations



Daniel J. Boucher
Vice President
Consumer Marketing



Guy DeRossi
Director
Finance



Catherine Raphael-Wetzel
Director
Public Relations



Harold Richterman
Director
Rehabilitation
Services

National Industries for the Blind
1455 Broad Street
Bloomfield, New Jersey 07003
Telephone (201) 338-3804

NIB Services

- Government Contract Allocations & Administration
- Procurement Forecast Data
- Contract & Specification Compliance
- Production Scheduling
- Locate Raw Material Sources
- Quality Control Testing
- Identification of New Products & Services to Add to Procurement List
- Manufacturing Guidance & Assistance
- Industry Impact Assessments
- Product Development & Quality Control Seminars
- Determining Fair Market Price for New Products & Services
- Freight & Traffic Consulting
- Monitorship & Assistance in Wage & Compliance Matters
- Coordination of Legislative Activities
- Rehabilitation Research & Training
- Board Member Orientation Program
- Workshop Evaluation & Training Program
- Assistance in Office Administration
- Accounting & Reporting Seminars
- Workshop Management Training Courses
- National Conferences
- Central Purchasing
- SKILCRAFT Trademark Administration
- Public Relations Program Planning
- Public Relations & Personnel Seminars
- Media Tools & Publications
- Test Marketing for Product's Marketability & Consumer Acceptance
- Market Research & Merchandising Strategies
- Inventory Control in Distribution Warehouses
- Training of Workshop Subcontract Procurement Personnel
- Corporate Subcontracting Development
- Industrial Engineering Assistance